

Repeat Offender Prevention Program Reporting Requirements and Procedures (ROPP Form 06)

1. Reporting periods and due dates:

January 1, 1997 - June 30, 1997	Due date August 15, 1997
July 1, 1997 - December 31, 1997	Due date February 15, 1998
January 1, 1998 - June 30, 1998	Due date August 15, 1998
July 1, 1998 - December 31, 1998	Due date February 15, 1999
January 1, 1999 - June 30, 1999	Due date August 15, 1999
July 1, 1999 - December 31, 1999	Due date February 15, 2000
January 1, 2000 - June 30, 2000	Due date August 15, 2000
July 1, 2000 – December 31, 2000	Due Date February 15, 2001
January 1, 2001 – June 30, 2001	Due Date August 15, 2001
Final Research Evaluation Report:	Due Date October 1, 2001

The following items are to be submitted with each progress report:

A. Financial Invoice for State Funds (Appendix D)

B. A narrative which describes:

- All program service components, including criteria used to define completion of each service component, frequency of and type of classes offered, counseling and parent education programs. Describe changes in program services only (additions, deletions, substantive modifications, etc.) in subsequent progress reports.
- Activities and/or outcomes during the reporting period with respect to each of the following:
 - Program implementation
 - Program administration
 - Program evaluation
- Significant successes or problems encountered during the reporting period.
- Major upcoming events or activities.
- Number of volunteers participating in the ROPP and total hours worked for the reporting period.

C. Updated electronic copies of all tables in the common ACCESS database (i.e., Initial Record; Initial Service Plan, Monthly Service Record; 6-Month Reassessments, Referral Petition Filed, Referrals).

D. Updated information for each of the attached tables.

APPENDIX F

County		Date of Report	
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CASE ASSIGNMENT SUMMARY	Treatment	Comparison
Cases Assigned at Beginning of Reporting Period		
New Cases Assigned During Reporting Period		
Total Cases Assigned at End of Reporting Period		
Projected Total Cases Assigned by End of Next Reporting Period ¹		
Projected Total Cases Assigned by End of Program ¹		
CASE HISTORY SUMMARY		
Total Active Cases at Beginning of Reporting Period		
Total Active Cases at End of Reporting Period		
Total Cases Separated at Beginning of Reporting Period		
Total Cases Separated During Reporting Period		
Total Cases Separated at End of Reporting Period		
Total Cases Terminated at Beginning of Reporting Period		
Total Cases Terminated During Reporting Period		
Total Cases Terminated at End of Reporting Period		

Number of Cases Who Have Been in Program:	Treatment	Comparison	<i>Combined</i>
1 Month			
2 Months			
3 Months			
4 Months			
5 Months			
6 Months			
7 Months			
8 Months			
9 Months			
10 Months			
11 Months			
12 Months			

Note: Continued in One-Month Increments Up to 30 Months

¹ Computed on basis of actual reported cases to date.

APPENDIX F

PROFILE OF PROGRAM PARTICIPANTS (AT ENTRY)		Treatment	Comparison
Age:	Average		
	Minimum		
	Maximum		
Gender:	Male		
	Female		
Ethnicity:	Other Asian		
	Black		
	Chinese		
	Cambodian		
	Filipino		
	Guamanian		
	Hispanic		
	American Indian		
	Japanese		
	Korean		
	Laotian		
	Other		
	Pacific Islander		
	Samoan		
	Hawaiian		
	Vietnamese		
	White		
	Asian Indian		

APPENDIX F

PROFILE OF PROGRAM PARTICIPANTS (AT ENTRY) [Continued]	Treatment	Comparison
8% Profile Factors		
3 Factors (Percent Cases)		
4 Factors (Percent Cases)		
Family Issues (Percent Cases)		
Lack of Supervision/Control (Percent Cases)		
Criminal Family Influence (Percent Cases)		
Family Violence (Percent Cases)		
Significant Stress (Percent Cases)		
School Issues (Percent Cases)		
Attendance Problems (Percent Cases)		
Academic Problems (Percent Cases)		
Behavior Problems (Percent Cases)		
GPA (Average)		
Substance Abuse (Percent Cases)		
Pattern of Alcohol Use (Percent Cases)		
Pattern of Drug Use (Percent Cases)		
Pattern of Both Drug and Alcohol Use (Percent Cases)		
Pre-Delinquent Behavior (Percent Cases)		
Gang Identification (Percent Cases)		
Stealing Pattern (Percent Cases)		
Run Away/Stay Away Pattern (Percent Cases)		
Criminal Peers (Percent Cases)		
Initial Criminal Record		
Prior 300 Referral (Percent Cases)		
Prior 601 Referral (Percent Cases)		
Prior 602 Referral (Percent Cases)		
Most Serious Sustained Petition at Wardship		
Felony – Person (Percent Cases)		
Felony – Property (Percent Cases)		
Felony – Drugs (Percent Cases)		
Felony - Other (Percent Cases)		
Misdemeanor - Person (Percent Cases)		
Misdemeanor - Property (Percent Cases)		
Misdemeanor - Drugs (Percent Cases)		
Misdemeanor - Other (Percent Cases)		
Status Offense (Percent Cases)		
Offense Involved Weapon Other Than Firearm (Percent Cases)		
Offense Involved Firearm (Percent Cases)		
Offense Involved Injury to Victim (Percent Cases)		
Offense Resulted in Commitment (Percent Cases)		
Length of Commitment Less Days Stayed (Average)		

APPENDIX F

PROGRAM SERVICE COMPONENTS		Treatment	Comparison
Probation Activities	Face-to-Face Contacts with Minor (Avg/Month)		
	Face-to-Face Contacts with Family (Avg/Month)		
	Face-to-Face Contacts - Collateral (Avg/Month)		
	Searches (Avg/Month)		
	Percent Positive Searches		
	Testing (Avg/Month)		
	Percent Positive Tests		
Transportation	Trips Provided by DPO (Avg/Month)		
	Trips Provided by Other Staff (Avg/Month)		
	Total Trips Provided (Avg/Month)		
Restitution	Total with Obligation		
	Total with Obligation Completed		
	Average Obligation Amount		
	Average Amount Paid		
Court Work Program	Total with Obligation		
	Total with Obligation Completed		
	Average Obligation (Hours)		
	Average Hours Completed		
Volunteer Community Service	Total with Obligation		
	Total with Obligation Completed		
	Average Obligation (Hours)		
Fines	Total with Obligation		
	Total with Obligation Completed		
	Average Obligation Amount		
	Average Amount Paid		
Mediation	Total with Mediation Ordered		
	Total Completed		
Classes	Total Minors Enrolled in Class(es)		
	Average Number of Classes Per Minor		
	Average Number of Classes Completed Per Minor		
Counseling	Total Minors Enrolled		
	Total Minors Completing		
Parent Education	Total Families Enrolled		
	Total Families Completing		
Tutoring	Total Minors Enrolled		
	Average Hours Per Month		
	Total Minors Completing		
Mentors	Total Minors with Mentor Assigned		
	Total Minors with Mentor Terminated		
	Average Number of Mentors Assigned Per Minor		
Volunteers	Total Minors/Families with Volunteer Assigned		
	Total Minors/Families with Volunteer Terminated		
	Average Number of Volunteers Assigned Per Minor		

APPENDIX F

Program outcomes tracked for treatment group and comparison group subjects across comparable time periods of 6, 12, 18, 24, and 30 months. Below table to be replicated for each of these time periods.

INTERMEDIATE OUTCOMES: FIRST 6 MONTHS IN PROGRAM	Treatment	Comparison
Number of Minors		
Re-referrals		
Percent Minors with Subsequent 602 Petitions Filed		
Percent Minors for New Law Violations		
Percent Minors for Probation Violations		
Average Number of Subsequent 602 Petitions Filed		
Percent Minors with Subsequent 602 Petitions Sustained		
Percent Minors for New Law Violations		
Percent Minors for Probation Violations		
Average Number of Subsequent 602 Petitions Sustained		
Most Serious Sustained Petition		
Felony – Person (Percent Cases)		
Felony – Property (Percent Cases)		
Felony – Drug (Percent Cases)		
Felony – Other (Percent Cases)		
Misdemeanor - Person (Percent Cases)		
Misdemeanor - Property (Percent Cases)		
Misdemeanor - Drug (Percent Cases)		
Misdemeanor - Other (Percent Cases)		
Status Offense (Percent Cases)		
Custody and Commitments ²		
Avg. Number of Custody Days Served (Detention plus Commitments)		
Percent Minors Serving Custody Days as Result of Initial Offense		
Avg. Custody Days Served as Result of Initial Offense (Detention plus Commitments)		
Percent Minors Receiving Commitments for Subsequent Offenses		
Avg. Number of Subsequent Commitments		
Avg. Number of Commitment Days Ordered (Less Stayed Days) for Subsequent Offenses		
Percent Minors Serving Custody Days for Subsequent Offenses		
Percent Minors Serving Custody Days in Local Institutions for Subsequent Offenses		
Avg. Custody Days Served in Local Institutions for Subsequent Offenses (Detention plus Commitments)		
Percent Minors Serving Custody Days in State Institutions for Subsequent Offenses		
Avg. Custody Days Served in State Institutions for Subsequent Offenses (Detention plus Commitments)		
School		
Percent Minors Enrolled in School at end of Reporting Period		
Type of School Enrolled in at end of Reporting Period		
Comprehensive (Percent Minors)		
Alternative Education School (Percent Minors)		
Court School (Percent Minors)		
Private School (Percent Minors)		
Independent Study (Percent Minors)		
Average Days in School		
Average GPA		
Average Credits Earned		
Percent Minors Suspended From School		
Average Number of Suspensions		
Percent Minors Expelled From School		

² Items under this heading were identified after the meeting and are consistent with discussion at the meeting concerning the legal mandate to distinguish custody time in state and local institutions.

